



CITY OF DOVER

OPEN LANDS COMMITTEE MINUTES

Meeting Type: Regular Meeting
Meeting Location: 2nd Floor Conference Room, City Hall
Meeting Date: **Thursday, June 15, 2017**
Meeting Time: **5:30 PM**

Members Present: Anna Boudreau (Chair), Isaac Epstein, Grant Killian, Nicholas Kline, Kristen Murphy, Ann Reid, David Hurlburt

Staff Present: Steve Bird

1. Roll Call Attendance

Boudreau called meeting to order at 5:37 and conducted a roll call and confirmed a quorum.

2. Citizens Forum:

Boudreau welcomed Killian to the board, and thanked Epstein for serving as Secretary. Epstein needs to draft a resignation letter and send it to Bird. Murphy has volunteered to serve as Secretary going forward.

At the 2017 New Hampshire Coastal Climate Summit, held Thursday, May 25, 2017, the New Hampshire Coastal Adaptation Workgroup (CAW), recognized Dover City Planner Steve Bird as its third annual NH CAW Climate Adaptation Community Champion. Congratulations, Steve!

3. Approval of minutes.

In section 5, change Kline to Kane.

Murphy made a motion to approve the minutes from 4/20/17, as amended, Epstein seconded. All approved.

4. Treasurer's Report

Bird reported the balance of the conservation fund as of 5/31/2017 was \$109,704.80. Receivables were zero. Kline asked why the unreserved fund went down. Answer: since the last time we received the balance, they did a reconciliation. The committee asked Bird to ask the city accountant for a more detailed explanation and find out how often the city reconciles accounts.

5. Public Projects:

Discussion about whether a project is public, We decided to discuss it in nonpublic session per RSA 91-A:3.

Boudreau asked if Bird had seen certain IRS information (Form 8283) that would allow the owners of the easement to take a tax deduction. We have to write a letter acknowledging the donation. Boudreau will follow up with Stern and Forbes and include Bird on the correspondence.

6. Reports by Task Groups

A. Easement Monitoring

Cloitre was not present. She and Boudreau have monitored Parks/Forbes/Paolini this week. No violations, however three years ago he wanted to clear some of the woods to pasture cattle. That was allowed. Then he decided to clear more land without updating his forest management plan and without consulting with the Conservation Commission. He was told to come back to the Conservation Commission with an updated plan, but he has not yet done so.

Boudreau explained the easement process to new members.



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Cloitre is working on setting up a monitoring schedule. The strategy is to prioritize the ones that have a monitoring requirement from funders. Because easement monitoring is a city obligation, Boudreau is thinking of putting on an easement monitoring workshop in Dover. The recent training in Durham was completely full and was a good experience.

B. Outreach and Education

Murphy is working with Cloitre to work on a pollinators workshop, in addition to a Bellamy Refuge walk, but they have not yet identified a speaker. Murphy is hoping to have a few potential dates for a speaker or a Bellamy Walk at the next meeting.

Murphy submitted the final report for the bird feeder research project with Woodman Park 4th Graders.

Bird passed out a Cooperative Extension handout that was distributed to the Conservation Commission on how Conservation Commissions can work to adapt to climate change. There was a discussion about how we could adapt our easement worksheet to include some of the cooperative extension's recommendations.

C. Trails:

Bird: They are making good progress on expanding the trail.

7. New Business: Bird: if an OLC member would like an ID badge, he will get it done for you.

8. Old Business

Review the Easement Monitoring Form.

Bird passed out the old and new easement monitoring forms, and Boudreau went through the changes and improvements. In the future the Cooperative Extension may release a fillable PDF version. Murphy offered to try to create a fillable version using her Adobe software. Boudreau will send Murphy the form.

Killian asked about a digital application for easement monitoring. There are some versions, and Boudreau talked about an app called Trackapp. Murphy mentioned an app called Gaia.

Kline put together a handbook for new members. We should have a few copies, but not every member needs full document. Many thanks to Kline for putting this together. Kline will put together core documents.

9. Enter Non-public Session

At 6:38, Epstein made a motion to enter non-public session per RSA 91-A:3. II(d), to report on the status of individual land protection efforts and transactions. Murphy seconded. On a roll call vote, all approved.

Returned to public meeting at 6:53 pm.

Epstein made a motion to seal the non-public minutes per RSA 91-A:3. III, because the divulgence would render the proposed action ineffective, Kline seconded. All approved.

Bird passed out a list of the different city boards and the projects they are working on.

The chair declared the meeting adjourned at 6:56 PM.